

**CLASSIFICATION:** MARINE PATROL CAPTAIN

**Class Code:** 6094-27

**Date Established:** 05-01-97

**Occupational Code:** 3-3-3

**Date of Last Revision:** 07-24-13

**BASIC PURPOSE:** To analyze, interpret and evaluate strategies for effective enforcement of navigational laws and water safety regulations.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

- Supervises Marine Patrol Section activities concerned with enforcing laws and regulations governing boating operations, equipment and navigation.
- Analyzes and interprets boating laws and regulations and recommends methods for improving public safety and protection.
- Investigates drownings and review recommendations for additional aids to navigation in various water bodies in the state.
- Reviews accident reports prepared by subordinate marine patrol staff and makes recommendations at formal case hearings.
- Advises subordinate officers on legal questions and aids in preparing court cases.
- Develops brochures, pamphlets and other informational material for use in explaining safe boating practices and laws or dangerous boating practices to the public.
- Develops and conducts training programs in boating education or related topics.
- Develops and supervises a maintenance program for marine patrol equipment such as boats, motors, navigation aids and buoys.

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**DISTINGUISHING FACTORS:**

**Skill:** Requires skill in developing formats and procedures for special applications OR in investigating and reviewing the use of equipment and data for a specialized function.

**Knowledge:** Requires logical or scientific understanding to analyze problems of a specialized or professional nature in a particular field.

**Impact:** Requires responsibility for achieving major aspects of long-range agency objectives by planning short- and long-term organizational goals, reviewing recommendations for procedural changes, and developing or revising program policies. Errors at this level result in incorrect decisions at an administrative level, and are detected subsequent to implementation in an overall evaluation process.

**Supervision:** Requires delegating supervisory or program responsibilities to subordinate managers, with overall accountability for hiring employees or approving program policies. The supervisor in this position assumes responsibility for an organizational unit, including developing long-range plans, analyzing staffing requirements, and formulating systemwide policies and procedures.

**Working Conditions:** Requires performing regular job functions in an environment which includes exposure to continuous physical elements or a number of disagreeable working conditions with frequent exposure to minor injuries or health hazards.

**Physical Demands:** Requires medium work, including continuous strenuous activities such as frequent reaching, bending, or lifting as well as performing work activities which require fine manual dexterity or coordination in operating machines or equipment.

**Communication:** Requires reviewing summaries and reports and making decisions to solve problems or to achieve work objectives as well as articulating and expressing those solutions and goals. This level also requires formal presentations of solutions and goals to employees and the general public to increase the responsiveness of the agency toward the demands of its client system.

**Complexity:** Requires evaluating a combination of wide-ranging job functions to determine work procedures, to solve problems, and to reach conclusions by applying analytical, technical, or scientific thinking. This level also requires planning policies and long-term strategies, drawing conclusions based on available criteria, and evaluating the effectiveness of program objectives.

**Independent Action:** Requires independent judgment in planning and evaluating work procedures and in supervising the development of professional, technical and managerial standards under administrative direction and according to broad departmental guidelines.

#### **MINIMUM QUALIFICATIONS:**

**Education:** Bachelor's degree from a recognized college or university with major study in law enforcement, criminal justice, police science, or business administration. Each additional year of approved formal education may be substituted for one year of required work experience.

**Experience:** Five years' experience in law enforcement, one year of which shall have been in a supervisory capacity and one year in boating operations. Each additional year of approved work experience may be substituted for one year of required formal education.

**License/Certification:** Must possess police officer certification issued by the New Hampshire Police Standards and Training Council. Must possess a valid motor vehicle driver's license.

**RECOMMENDED WORK TRAITS:** Thorough knowledge of New Hampshire lakes and ponds and the navigation problems associated with each. Thorough knowledge of the boating industry and its related activities. Considerable knowledge of laws, rules and regulations relating to boats and navigation. Some knowledge of court procedures and the rules of evidence. Ability to supervise and train personnel in enforcement work. Ability to supervise others and analyze problems in boating and navigation. Ability to meet with the public to discuss boating and navigation problems. Ability to testify before courts to present cases. Ability to direct and coordinate enforcement activities at public functions such as water carnivals or exhibitions. Skill in communicating effectively both orally and in writing. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

**DISCLAIMER STATEMENT:** This class specification is descriptive of general duties and is not intended to list every specific function of this class title.